

## DTR Process Overview and General Objectives

3.09.2013

Meeting Date	Activity
March 9 –	<div>DTR Implementation Process Kick-Off (Entire Group)</div> <ul style="list-style-type: none"><li>• Getting to know the subject matter, the process and who we are.</li><li>• Develop Action Teams</li><li>• Select Reporter (s) for June 8 Mid-Process &amp; July 20 Final Report Out</li><li>• Finalize AT Questions</li><li>• Develop information/data requests for the April 6<sup>th</sup> meeting</li></ul>
April 6 –	<div>Action Team meetings</div> <ul style="list-style-type: none"><li>• Topic Overview and Brainstorming</li><li>• Establish ground rules and the mode of operation for each Action Team</li><li>• Reviewing the background – Know why things are the way they are before initiating change.</li></ul>
April 27 –	<div>Action Team Meetings</div> <ul style="list-style-type: none"><li>• Review Survey Results</li><li>• Implementation Action Item Development</li></ul>
May 18 -	<div>Action Team Meetings</div> <ul style="list-style-type: none"><li>• Implementation Action Item Development</li></ul>
June 8 -	<div>Action Team Meetings</div> <ul style="list-style-type: none"><li>• Mid-Process Check in (Live Video 10 a.m. – 12p.m. )</li><li>• Implementation Action Item Development</li></ul>
June 29 –	<div>Action Team Meetings</div> <ul style="list-style-type: none"><li>• Implementation Action Item Development</li></ul>
July 20 –	<div>Action Team Meetings</div> <ul style="list-style-type: none"><li>• Wrap Up and Action Team Report Outs</li><li>• Live Video 10 a.m. – Noon &amp; 1 p.m. – 3 p.m.</li></ul>